

**TRI-COUNTY REGIONAL CENTRE FOR EDUCATION
POLICY and PROCEDURES**

TITLE	EFFECTIVE DATE	REVISION DATE	PAGES
No. 821 OCCUPATIONAL HEALTH & SAFETY	June 17, 1997	May 17, 2005 January 14, 2006 April 30, 2009 February 18, 2015 March 9, 2020	2

It is the policy of the Tri-County Regional Centre for Education to provide its employees with safe and healthy workplaces and to encourage an environment free of recognized harm for each student and visitor to our facilities.

PROCEDURE Under Policy 821

The Tri-County Regional Centre for Education is committed to the prevention of occupational injuries, illness and incidents harmful to the environment by effectively managing operational risks. Training requirements of employees in healthy and safe work environments are provided.

The Tri-County Regional Centre for Education is committed to cooperating with employees on health and safety issues. Workplace safety committees, operating under approved rules of procedure, advise employees and management regarding health and safety matters at each workplace.

The Tri-County Regional Centre for Education ensures that proper supervision and enforcement of safe work procedures to legislated standards are in place. Employees report to their supervisor/principal and receive direction from them. Supervisors/principals report to and receive direction from senior administration.

All employees share a responsibility with the Tri-County Regional Centre for Education for their own health and safety and that of others in the workplace. It is a condition of employment for every employee to protect the health and safety of themselves and others by working in compliance with the law and with established health and safety work practices and procedures.



PROCEDURE Under Policy 821 Cont'd
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The Tri-County Regional Centre for Education recognizes with reference to the Violence in the Workplace Regulations under the Nova Scotia Occupational Health and Safety Act:

- That violence in the workplace is an occupational health and safety hazard;
- That there can be physical and emotional harm resulting from violence;
- That any form of violence in the workplace is unacceptable;
- That the Tri-County Regional Centre for Education is committed to minimize and to the extent possible, eliminate the risk of violence in the workplace

The Region is responsible to ensure that the Regional Executive Director of Education, through the Human Resources Department, implements this policy and the administrative procedures.

The Occupational Health and Safety manual is the administrative procedure for this policy.

This policy and the related administrative procedure shall be reviewed annually.